

## **State Plan for Independent Living (SPIL)**

State: Indiana

Agency: Indiana Division of Disability and Rehabilitative Services

Plan for: 2011-2013

Submitted in fiscal year: 2010

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## **Part I: Assurances**

### **Section 1: Legal Basis and Certifications**

1.1 The designated State unit (DSU) eligible to submit the State Plan for Independent Living (SPIL or the plan) and authorized under State law to perform the functions of the State under the State Independent Living Services (SILS) and Centers for Independent Living (CIL) programs.

#### **Division of Disability and Rehabilitative Services**

1.2 The separate State agency eligible to submit the plan and authorized under State law to provide vocational rehabilitation (VR) services to individuals who are blind.

#### **Non-Applicable**

1.3 The Statewide Independent Living Council (SILC) that meets the requirements of section 705 of the Act and is authorized to perform the functions outlined in section 705(c) of the Act in the State.

#### **Indiana Council on Independent Living**

1.4 The DSU and, if applicable, the separate State agency authorized to provide VR services to individuals who are blind, and the SILC are authorized to jointly develop, sign and submit this SPIL on behalf of the State, and have adopted or otherwise formally approved the SPIL.

Yes

1.5 The DSU, and, if applicable, the separate State agency authorized to provide VR services to individuals who are blind, may legally carry out each provision of the plan and will comply with all applicable Federal statutes and regulations in effect with respect to the three-year period it receives funding under the SPIL.

No

1.6 The SPIL is the basis for State operation and administration of the program. All provisions of the SPIL are consistent with State law.

Yes

1.7 The representative of the DSU and, if applicable, of the separate State agency authorized to provide VR services to individuals who are blind, who has the authority under State law to receive, hold, and disburse Federal funds made available under the SPIL and to submit the SPIL jointly with the SILC chairperson is Julia Holloway, Director Division of Disability and Rehabilitation Services.

### **Section 2: SPIL Development**

2.1 The plan shall be reviewed and revised not less than once every three years, to ensure the existence of appropriate planning, financial support and coordination, and other assistance to appropriately address, on a statewide and comprehensive basis, the needs in the State for:

- The provision of State independent living services;
- The development and support of a statewide network of centers for independent living;

- Working relationships between programs providing independent living services and independent living centers, the vocational rehabilitation program established under title I, and other programs providing services for individuals with disabilities.

Yes

2.2 The DSU and SILC conduct public meetings to provide all segments of the public, including interested groups, organizations and individuals, an opportunity to comment on the State plan prior to its submission to the Commissioner and on any revisions to the approved State plan.

Yes

2.3 The DSU and SILC establish and maintain a written description of procedures for conducting public meetings in accordance with the following requirements. The DSU and SILC shall provide:

- appropriate and sufficient notice of the public meetings;
- reasonable accommodation to individuals with disabilities who rely on alternative modes of communication in the conduct of the public meetings, including providing sign language interpreters and audio-loops; and
- public meeting notices, written material provided prior to or at the public meetings, and the approved State plan in accessible formats for individuals who rely on alternative modes of communication.

Yes

2.4 At the public meetings to develop the State plan, the DSU and SILC identify those provisions in the SPIL that are State-imposed requirements beyond what would be required to comply with the regulations in 34 CFR parts 364, 365, 366, and 367.

Yes

2.5 The DSU will seek to incorporate into, and describe in, the State plan any new methods or approaches for the provision of IL services to older individuals who are blind that are developed under a project funded under chapter 2 of title VII of the Act and that the DSU determines to be effective.

Yes

2.6 The DSU and SILC actively consult, as appropriate, in the development of the State plan with the director of the Client Assistance Program (CAP) authorized under section 112 of the Act.

Yes

### Section 3: Independent Living Services

3.1 The State, directly or through grants or contracts, will provide IL services with Federal, State, or other funds

Yes

3.2 Independent living services shall be provided to individuals with significant disabilities in accordance with an independent living plan mutually agreed upon by an appropriate staff member of the service provider and the individual, unless the individual signs a waiver stating that such a plan is unnecessary.

Yes

3.3 All service providers will use formats that are accessible to notify individuals seeking or receiving IL services under chapter 1 of title VII about:

- the availability of the CAP authorized by section 112 of the Act;
- the purposes of the services provided under the CAP; and
- how to contact the CAP.

Yes

3.4 Participating service providers meet all applicable State licensure or certification requirements.

Yes

#### Section 4: Eligibility

4.1 Any individual with a significant disability, as defined in 34 CFR 364.4(b), is eligible for IL services under the SILS and CIL programs authorized under chapter 1 of title VII of the Act.

Any individual may seek information about IL services under these programs and request referral to other services and programs for individuals with significant disabilities, as appropriate. The determination of an individual's eligibility for IL services under the SILS and CIL programs meets the requirements of 34 CFR 364.51.

Yes

4.2 Service providers apply eligibility requirements without regard to age, color, creed, gender, national origin, race, religion or type of significant disability of the individual applying for IL services.

Yes

4.3 Service providers do not impose any State or local residence requirement that excludes any individual who is present in the State and who is otherwise eligible for IL services from receiving IL services.

Yes

#### Section 5: Staffing Requirements

5.1 Service provider staff includes personnel who are specialists in the development and provision of IL services and in the development and support of centers.

Yes

5.2 To the maximum extent feasible, a service provider makes available personnel able to communicate:

- with individuals with significant disabilities who rely on alternative modes of communication, such as manual communication, nonverbal communication, nonverbal communication devices, Braille or audio tapes, and who apply for or receive IL services under title VII of the Act; and
- in the native languages of individuals with significant disabilities whose English proficiency is limited and who apply for or receive IL services under title VII of the Act.

Yes

5.3 Service providers establish and maintain a program of staff development for all classes of positions involved in providing IL services and, if appropriate, in administering the CIL program. The staff development programs emphasize improving the skills of staff directly responsible for the provision of IL services, including knowledge of and practice in the IL philosophy.

Yes

5.4 All recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will take affirmative action to employ and advance in employment qualified individuals with significant disabilities on the same terms and conditions required with respect to the employment of individuals with disabilities under section 503 of the Act.

Yes

#### Section 6: Fiscal Control and Fund Accounting

6.1 All recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will comply with applicable EDGAR fiscal and accounting requirements and will adopt those fiscal control and fund accounting procedures as may be necessary to ensure the proper disbursement of and accounting for those funds.

Yes

#### Section 7: Recordkeeping, Access and Reporting

7.1 In addition to complying with applicable EDGAR recordkeeping requirements, all recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will maintain records that fully disclose and document:

- the amount and disposition by the recipient of that financial assistance;
- The total cost of the project or undertaking in connection with which the financial assistance is given or used;
- the amount of that portion of the cost of the project or undertaking supplied by other sources;
- compliance with the requirements of chapter 1 of title VII of the Act and Part 364 of the regulations; and
- other information that the Commissioner determines to be appropriate to facilitate an effective audit.

Yes

7.2 With respect to the records that are required by 34 CFR 364.35, all recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will submit reports that the Commissioner determines to be appropriate.

Yes

7.3 All recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will provide access to the Commissioner and the Comptroller General, or any of their duly authorized representatives, to the records listed in 34 CFR 364.37 for the purpose of conducting audits, examinations, and compliance reviews.

Yes

#### Section 8: Protection, Use, and Release of Personal Information

8.1 Each service provider will adopt and implement policies and procedures to safeguard the confidentiality of all personal information, including photographs and lists of names in accordance with the requirements of 34 CFR 364.56(a)(1-6).

Yes

#### Section 9: Signatures

As the authorized signatories, we will sign, date and retain in the files of the state agency(ies) and the Statewide Independent Living Council the Part I: Assurances, 1-8, and the separate Certification of Lobbying forms ED-80-0013 (available in [MS Word](#) and [PDF](#) formats) for the

state independent living program (Part B) and the centers for independent living program (Part C).

The effective date of this SPIL is October 1, 2010.

Section 9: Signature for SILC Chairperson

Name

Richard Simers

Title

ICOIL Chairperson

Signed?

Yes

Date signed

06/30/2010

Section 9: Signature for DSU Director

Name

Julia Holloway

Title

Director Division of Disability and Rehabilitation Services

Signed?

Yes

Date signed

06/30/2010

Section 9: Signature for Separate State Agency for Individuals Who Are Blind

Is there a Separate State Agency for Individuals Who Are Blind?

No

Name

Title

Signed?

No

Date signed

**State Plan for Independent Living (SPIL)**

State:

Indiana

Agency:

Indiana Division of Disability and Rehabilitative Services

Plan for:

2011-2013

Submitted in fiscal year:

2010

**Part II: Narrative**

**Section 1: Goals, Objectives and Activities - Screen 1**

## 1.1 Goals and Mission

Describe the overall goals and mission of the State's IL programs and services. The SPIL must address the goals and mission of both the SILS and the CIL programs, including those of the State agency for individuals who are blind as they relate to the parts of the SPIL administered by that agency.

Goal Name:

GOAL #1: Advocacy Activities

Goal Description:

The mission is to have an effective statewide Independent Living Movement that empowers people with disabilities through the actions of the State Independent Living Council (ICOIL), the Centers for Independent Living (CILs) and State Independent Living Services (SILS), and, through Designated State Agency contracts.

GOAL #1: Advocacy activities will be conducted

.

Goal Name:

GOAL #2: Consumer Leadership Skills

Goal Description:

GOAL #2: The SILC and CILS/SILS will provide opportunities to people with disabilities to enhance their leadership skills.

Goal Name:

GOAL #3: Expansion of CILs

Goal Description:

GOAL #3: Indiana will continue to support, and plan for the expansion of, the Network of Centers, dependent upon resources.

Goal Name:

GOAL #4: Strengthen SILC Structure

Goal Description:

GOAL #4: The SILC will build upon the recommendations of the consultant hired during the prior state plan to strengthen ICOIL structure

Goal Name:

GOAL #5: CIL Contracts

Goal Description:

GOAL #5: The DSU will contract for the provision of independent living services.

Goal Name:

GOAL #6: Collaboration

Goal Description:

GOAL #6: The DSU will collaborate with the ICOIL and the contracted CILS/SILS.

Goal Name:

GOAL #7: Outreach Activities

Goal Description:

GOAL #7: Outreach activities will be conducted for targeted populations and services.

## State Plan for Independent Living (SPIL)

State:

Indiana

Agency:

Indiana Division of Disability and Rehabilitative Services

Plan for:

2011-2013

Submitted in fiscal year:

2010

### Part II: Narrative

#### Section 1: Goals, Objectives and Activities - Screen 2

##### 1.2 Objectives

1.2A. Specify the objectives to be achieved and the time frame for achieving them.

Goal(s) from Section 1.1	Objective to be achieved	Time frame start date	Time frame end date
GOAL #1: Advocacy Activities	Objective A: Host IL awareness days at the Statehouse rotunda, following established procedures for public displays. There will be data available that ICOIL has collected and white papers on a variety of general disability and independent living issues.	10/01/2010	09/30/2013
GOAL #1: Advocacy Activities	Objective B: The SILC will share all the demographics and data it has collected with other interested agencies and groups.	10/01/2010	09/30/2013
GOAL #1: Advocacy Activities	Objective C: General disability and independent living briefs will be developed and presented and/or distributed upon request. Website development, using social networking tools will be explored.	10/01/2010	09/30/2013
GOAL #2: Consumer Leadership Skills	Objective A: Develop a pool of leaders from which the ICOIL can call upon for new members by hosting IL philosophy/history training opportunities for interested individuals or groups from currently unserved areas of the state.	10/01/2011	09/30/2013
GOAL #2: Consumer Leadership	Objective B: Mentor potential center directors by using existing center directors.	10/01/2012	09/30/2013



Skills			
GOAL #3: Expansion of CILs	Objective A: Dependent upon funding availability, the DSU, in collaboration with the ICOIL, will contract for IL services with emerging groups who have an interest in the provision of IL services.	10/01/2012	09/30/2013
GOAL #3: Expansion of CILs	Objective B: Part B, Part C, SSA/VR, and state revenue line items funds will be used to support the operation of CILS/SILS.	10/01/2010	09/30/2013
GOAL #4: Strengthen SILC Structure	Objective A: Membership will be expanded and enhanced by ensuring diversity on the council.	10/01/2010	06/30/2011
GOAL #4: Strengthen SILC Structure	Objective B: ICOIL will be in full compliance with the composition, voting member and term limit requirements outlined in 34 CFR 364.21(b)(d)(f).	10/01/2012	09/30/2013
GOAL #4: Strengthen SILC Structure	Objective C: The SPIL committee will review the state plan quarterly to track accomplishments and will report to the Council. Annually the SPIL committee will review the SPIL to see if there is a need to amend it and report this out to the council	10/01/2010	09/30/2013
GOAL #4: Strengthen SILC Structure	Objective D: The ICOIL will plan and work toward becoming a fully functional 501C3 entity by 2013.	10/01/2010	09/30/2013
GOAL #4: Strengthen SILC Structure	Objective E: Maintain a secure, accessible Council website for communication with the members and public that is in compliance with Indiana's Open Door Law and other applicable state and federal laws.	10/01/2010	09/30/2013
GOAL #5: CIL Contracts	Objective A: The DSU will use appropriate state procurement methods to contract with CILS/SILS located in the state.	10/01/2010	09/30/2013
GOAL #5: CIL Contracts	Objective B: The DSU will collect appropriate reports, including service provision data from the contracted entities. This includes monthly claim vouchers, quarterly reports (program status and outcome metric information) and other reports as	10/01/2010	09/30/2013

	may be required by the BRS Director.		
GOAL #5: CIL Contracts	Objective C: The DSU will monitor the provision of services as detailed in the contracts.	10/01/2010	09/30/2013
GOAL #6: Collaboration	Objective A: The DSU will meet regularly with the ICOIL chairperson and other appropriate stakeholders to monitor and evaluate the implementation of the state plan as well as other issues that may arise.	10/01/2010	09/30/2013
GOAL #6: Collaboration	Objective B: The DSU will meet regularly with the contracted centers for independent living to enhance collaboration.	10/01/2010	09/30/2013
GOAL #7: Outreach Activities	Objective A: Outreach efforts will be focused towards people with disabilities with a Hispanic or African American background.	10/01/2010	09/30/2013
GOAL #7: Outreach Activities	Objective B: Collaboration with appropriate entities will occur to address transportation issues.	10/01/2010	09/30/2013
GOAL #7: Outreach Activities	Objective C: Collaboration with appropriate entities will occur to address housing issues.	10/01/2010	09/30/2013
GOAL #1: Advocacy Activities	Objective D: ICOIL and CILS/SILS will respond to written requests from legislators.	10/01/2010	09/30/2013
GOAL #1: Advocacy Activities	Objective E: CILS/SILS will conduct advocacy activities, including updates and legislative alerts on general disability and independent living issues. A website will be developed that will compile issues and information.	10/01/2010	09/30/2013
GOAL #5: CIL Contracts	Objective D: Evaluation of satisfaction by individuals with significant disabilities who have participated in the program.	10/01/2010	09/30/2013

### **State Plan for Independent Living (SPIL)**

State:

Indiana

Agency:

Indiana Division of Disability and Rehabilitative Services  
Plan for:  
2011-2013  
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2010

## **Part II: Narrative**

### **Section 1: Goals, Objectives and Activities - Screen 3**

#### **1.2 Objectives**

1.2B Describe the steps planned regarding outreach to populations in the State that are unserved or underserved by programs under title VII, including minority groups and urban and rural populations.

- Identify the populations to be designated for targeted outreach efforts

ICOIL used the existing demographic study to review the data of population and disabilities. Continuing the effort the CILS/SILS's and SILS's will determine local contacts and population needs of Hispanic/Latino and African American populations and identify the Affirmative Action needs. The CILS/SILS will work with the existing partners and others to continue their work on housing and transportation issues and provide an update to ICOIL which will be posted on the website.

- Identify the geographic areas (i.e., communities) in which the targeted populations reside

The areas of the state that are identified to be targeted for outreach efforts are Gary/Hammond FT Wayne South Bend Indianapolis then to a lesser degree Muncie/Richmond and Evansville. Certainly centers in those areas are doing outreach to those populations.

- Describe how the needs of individuals with significant disabilities from minority group backgrounds will be addressed

According to the US Census, Indiana's population is 6,313,520. Of this total number, 8.7% are African-American and 4.5% are Hispanic or Latino. The SILC will work with administrative staff on developing ways to address the needs of the individuals statewide but also in the unserved rural areas where outreach has not been addressed.

The Council will contract for a statewide needs assessment (depending upon resource availability) to determine what the most critical needs are and a plan will be developed to address it. The Council will partner with the CIL's, Governor's Planning Council and other entities to access reports and studies that have been done or are being planned. The information will be used and supplemented (based on resource availability) with targeted assessments. CIL's will be invited to participate in an annual planning meeting to determine the best way to reach out to this population.

The council website will function as the official communication tool of the council and is committed to providing information in as many languages as possible through electronic links. The council plans to provide the SILC brochure in alternate formats as well as in Spanish. The website will be updated to be as user friendly as possible, research will be done to determine most effective ways to reach out to targeted populations and website will be kept current with links to as many resources as possible.

### 1.3 Financial Plan

Describe in sections 1.3A and 1.3B, below, the financial plan for the use of Federal and non-Federal funds to meet the SPIL objectives.

#### *1.3A Financial Plan Tables*

Complete the financial plan tables covering years 1, 2 and 3 of this SPIL. For each funding source, provide estimated dollar amounts anticipated for the applicable uses. The financial plan table should include only those funding sources and amounts that are intended to support one or more of the objectives identified in section 1.2 of the SPIL. To the extent possible, the tables and narratives must reflect the applicable financial information from centers for independent living. Refer to the SPIL Instructions for additional information about completing the financial tables and narratives.

#### Year 1 - 2011 Approximate funding amounts and uses

Sources	SILC resource plan	IL services	General CIL operations	Other SPIL activities
Title VII Funds				
Title VII Funds Chapter 1, Part B			\$580,856	
Title VII Funds Chapter 1, Part C			\$2,202,150	
Title VII Funds Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective)				
Other Federal funds - Sec. 101(a)(18) of the Act (Innovation and Expansion)	\$97,824			
Other Federal funds - other			\$2,162,504	
Non-Federal funds - State funds			\$896,539	

Total	97824	0	5842049	0

Year 2 - 2012 Approximate funding amounts and uses

Sources	SILC resource plan	IL services	General CIL operations	Other SPIL activities
Title VII Funds				
Title VII Funds Chapter 1, Part B			\$362,103	
Title VII Funds Chapter 1, Part C			\$2,202,150	
Title VII Funds Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective)				
Other Federal funds - Sec. 101(a)(18) of the Act (Innovation and Expansion)	\$97,824			
Other Federal funds - other			\$2,162,504	
Non-Federal funds - State funds			\$896,539	
Total	97824	0	5623296	0

Year 3 - 2013 Approximate funding amounts and uses

Sources	SILC resource plan	IL services	General CIL operations	Other SPIL activities
Title VII Funds				
Title VII Funds Chapter 1, Part B	\$22,500		\$362,103	
Title VII Funds Chapter 1, Part C			\$1,310,160	
Title VII Funds Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective)				
Other Federal funds - Sec. 101(a)(18)	\$97,824			\$12,176

of the Act (Innovation and Expansion)				
Other Federal funds - other			\$2,162,504	
Non-Federal funds - State funds	\$2,500		\$896,539	
SSA/VR				
Total	122824	0	4731306	12176

### *1.3B Financial Plan Narratives*

1.3B(1) Specify how the part B, part C and chapter 2 (Older Blind) funds, if applicable, will further the SPIL objectives.

Please note these dollar amounts for each of the three years are an estimate. Due to economic downturn in Indiana, budget decreases may need to be made. Indiana uses the 10% match for the same purpose as the federal 90% funding, i.e. support of contracts.

GOAL #1: Advocacy Activities

Objective A: Host IL awareness days at the Statehouse rotunda, following established procedures for public displays. There will be data available that ICOIL has collected and white papers on a variety of general disability and independent living issues.

Funding Source: Federal/State VR Title I

Objective B: The SILC will share all the demographics and data it has collected with other interested agencies and groups.

Funding Source: Federal/State VR Title I

Objective C: General disability and independent living briefs will be developed and presented and/or distributed upon request. Website development, using social networking tools will be explored.

Funding Source: Federal/State VR Title I, Federal/State Part B, Part C, Non-Federal funds - State funds

Objective D: ICOIL and CILS/SILS will respond to written requests from legislators.

Funding Source: Federal/State VR Title I, Federal/State Part B, Part C, Non-Federal funds - State funds

Objective E: CILS/SILS will conduct advocacy activities, including updates and legislative alerts on general disability and independent living issues. A website will be developed that will compile issues and information.

Funding Source: Federal/State VR Title I; Federal/State Part B, Part C, Non-Federal funds - State

funds

## GOAL #2: Consumer Leadership Skills

Objective A: Develop a pool of leaders from which the ICOIL can call upon for new members by hosting IL philosophy/history training opportunities for interested individuals or groups from currently unserved areas of the state.

Funding Source: Federal/State VR Title I

Objective B: Mentor potential center directors by using existing center directors.

Funding Source: Federal/State Part B, Part C, Non-Federal funds - State funds

## GOAL #3: Expansion of CILs

Objective A: Dependent upon funding availability, the DSU, in collaboration with the ICOIL, will contract for IL services with emerging groups who have an interest in the provision of IL services.

Funding Source: Federal/State Part B, Non-Federal funds - State funds

Objective B: Part B, Part C, SSA/VR, and state revenue line items funds will be used to support the operation of CILS/SILS.

Funding Source: Federal/State Part B, Part C, Non-Federal funds - State funds

## GOAL #4: Strengthen SILC Structure

Objective A: Membership will be expanded and enhanced by ensuring diversity on the council.

Funding Source: Federal/State VR Title I

Objective B: ICOIL will be in full compliance with the composition, voting member and term limit requirements outlined in 34 CFR 364.21(b)(d)(f).

Funding Source: Federal/State VR Title I

Objective C: The SPIL committee will review the state plan quarterly to track accomplishments and will report to the Council. Annually the SPIL committee will review the SPIL to see if there is a need to amend it and report this out to the council

Funding Source: Federal/State VR Title I

Objective D: The ICOIL will plan and work toward becoming a fully functional 501C3 entity by 2013.

Funding Source: Federal/State VR Title I

Objective E: Maintain a secure, accessible Council website for communication with the members and public that is in compliance with Indiana Open Door Law and other applicable state and federal laws.

Funding Source: Federal/State VR Title I

## GOAL #5: CIL Contracts

Objective A: The DSU will use appropriate state procurement methods to contract with CILS/SILS located in the state.

Funding Source: Federal/State Part B, Non-Federal funds - State funds

Objective B: The DSU will collect appropriate reports, including service provision data from the contracted entities. This includes monthly claim vouchers, quarterly reports (program status and outcome metric information) and other reports as may be required by the BRS Director.

Funding Source: Federal/State Part B, Non-Federal funds - State funds

Objective C: The DSU will monitor the provision of services as detailed in the contracts.

Funding Source: Federal/State VR Title I

Objective C: Evaluation of satisfaction by individuals with significant disabilities who have participated in the program.

Funding Source: Federal/State VR Title I; Federal/State Part B, Part C, Non-Federal funds - State funds

## GOAL #6: Collaboration

Objective A: The DSU will meet regularly with the ICOIL chairperson and other appropriate stakeholders to monitor and evaluate the implementation of the state plan as well as other issues that may arise.

Funding Source: Federal/State VR Title I

Objective B: The DSU will meet regularly with the contracted centers for independent living to enhance collaboration.

Funding Source: Federal/State VR Title I; Federal/State Part B, Part C, Non-Federal funds - State funds

## GOAL #7: Outreach Activities

Objective A: Outreach efforts will be focused towards people with disabilities with a Hispanic or African American background.

Funding Source: Federal/State VR Title I; Federal/State Part B, Part C, Non-Federal funds - State funds

Objective B: Collaboration with appropriate entities will occur to address transportation issues.

Funding Source: Federal/State Part B, Part C, Non-Federal funds - State funds

Objective C: Collaboration with appropriate entities will occur to address housing issues.

Funding Source: Federal/State Part B, Part C, Non-Federal funds - State funds

1.3B(2) Describe efforts to coordinate Federal and State funding for centers and IL services, including the amounts, sources and purposes of the funding to be coordinated.



.Part B funds: \$399,837 /Part B ARRA funds: \$313, 059 (FFY11/12)  
Part C funds: \$1,310,160/Part C ARRA funds: \$1,783,981(FFY11/12)  
SSA/VR funds: \$2,162,504 (Each Year)  
Other VR I & E: \$97,824 (Each Year)

Coordination of these state, federal and local funds for centers and IL services will be conducted in a variety of ways.

SILC Resource Plan - The SILC Resource Plan will be funded using VR I & E funds. (Projected at approximately \$97,824 per year.) These funds will be used for the SILC to meet its basic obligations under Title VII. These funds will be used to assist the SILC in the completion of the goals and objectives identified in this SPIL (Other SPIL Activities). that the funds will be used to obtain SILC administrative and/or fiscal support services, staff support, equipment, supplies, conduct SILC member and staff development activities, identify new CIL geographic services areas, identify priorities for the strengthening and/or expansion of the network of Indiana CILS/SILS, web page development/support needed to conduct outreach, gather Information, revise policies and procedures, present information as associated with the SPIL goals and objectives, and conduct other activities in order to enhance independent living services for individuals with disabilities. Any Part B funds not used by the SILC in any specific fiscal year will be carried over to the next fiscal year for uses consistent with this plan.

IL Services - Indiana contracts out, using appropriate state procurement methods, the Chapter 2, Older Blind funds. Four centers for independent living and two other entities are recipients of these funds, which are used to provide services to individuals who are over 55 years of age and who are visually impaired or blind.

General CILS/SILS Operations - CILS/SILS will be funded through a combination of Part B funds (Projected at \$399,837 per year), Part B ARRA funds (Projected at \$313, 059 [FFY11/12]) Part C funds (projected at \$1,310,160 per year), Part C ARRA funds (projected at \$1,783,981[FFY11/12]) , State funding (projected at \$824,999, see note, below [legislated allocation] and \$1,265,965 [other]) and non-federal funds generated by CILS/SILS (projected at \$625,000 per year). The intent of funding from these sources is to support the general operation of CILS/SILS. If the state funds referenced in this section become unavailable or reduced at any time during this plan, the CILS/SILS receiving this state funding will receive no less than the annual level of state administered funding received in FY 07.

NOTE: The Indiana General Assembly allocated specific amounts of state funds for seven specific CILS/SILS in FY 10 and 11. CILS/SILS specifically identified for these funds, and the annual amounts designated for each identified CIL/SIL include: ATTIC, Inc. \$87,665.00, Future Choices, Inc. \$158,113, Indianapolis Resource Center for Independent Living \$87,665.00 Independent Living Center of Eastern Indiana, Inc. \$158,113 League for the Blind and Disabled, Inc. \$87,665.00 Southern Indiana Center for Independent Living \$87,665.00, The Wabash Independent Living and Learning Center, Inc. \$158,113. These funds cannot be used for any other purpose than those identified by the Indiana General Assembly.

Other SPIL Activities ? non applicable.

1.3B(3) Describe any in-kind resources including plant, equipment or services to be provided in support of the SILC resource plan, IL services, general CIL operations and/or other SPIL objectives.

The Part B and Part B ARRA, as well as the appropriated funds flow through the DSU and in turn, the funds are contracted to the CILS/SILS for the provision of services. See section 1.3B(4) for a breakdown of the SILC budget. See description in 4.1A for administrative support to the statewide independent living services (SILS). The DSU also arranges for the SILC and ad hoc meetings to occur in the Government Center, located in Indianapolis. Equipment that is used for these meetings include digital recorder, FM loop system, and camcorder.

1.3B(4) Provide any additional information about the financial plan, as appropriate.

Non Applicable

1.4 Compatibility with Chapter 1 of Title VII and the CIL Work Plans

1.4A Describe how the SPIL objectives are consistent with and further the purpose of chapter 1 of title VII of the Act as stated in section 701 of the Act and 34 CFR 364.2.

The new SPIL builds on the goals and objective of the last SPIL. The Council committees studied demographics of the state, commuting patterns, information known about the specific new areas to develop recommendations for new centers areas. Outreach, communication, and Information and Resources will be available on the Council website.

In promoting the purpose of the Act and corresponding regulations, the SPIL objectives support the following:

1) Promote a philosophy of consumer control, peer support, self-help, self-determination, equal access, and individual and system advocacy.

Corresponding Objectives: Legislative Awareness Day; Issue briefs will be developed and presented to the legislators before the 2011 and 2013 General Assembly sessions; Send two consumers from the new designated areas to the NCIL conference annually; ARRA Part B funds will be used to support the operation of existing CILS/SILS.

2) To maximize the leadership, empowerment, independence, and productivity of individuals with significant disabilities.

Corresponding Objectives: Training groups in 2 of the five new designated areas on how to start up a new IL service provider; Mentor new center directors by using existing center directors; Membership will be expanded and enhanced by ensuring diversity on the council; Amend the state IL statute to clarify roles and responsibilities and continued compliance with federal law (Title VII); Maintain a secure, accessible Council website for communication with the members and public that is in compliance with Indiana's Open Door Law and other applicable state and federal laws.

3) To promote and maximize the integration and full inclusion of individuals with significant disabilities into the mainstream of American society

Corresponding Objectives: Provide Independent Living development to emerging groups in those designated areas to assist in developing centers consistent with the design of the IL network of Centers; In conjunction with BRS, the Department of Education, and other groups, the council will collect data for a needs assessment to be completed by the end of the plan and used to guide the next state plan; The SPIL committee will review the state plan quarterly to track accomplishments and will report to the Council; Hire/maintain ICOIL administrative staff/consultant.

1.4B Describe how, in developing the SPIL objectives, the DSU and the SILC considered and incorporated, where appropriate, the priorities and objectives established by centers for independent living under section 725(c)(4) of the Act.

Center directors are members of various ICOIL committees. The state plan was developed in part by the recommendations from those committees and information from the joint VR/IL public hearing held in the spring of 2009. The state plan committee posted a draft copy of the plan on the SILC website as the work was completed for input from members, CILS/SILS and the public. One public hearing was held in April 2010 to solicit comments, suggestions for the draft of the new SPIL.

#### 1.5 Cooperation, Coordination, and Working Relationships Among Various Entities

Describe the steps that will be taken to maximize the cooperation, coordination and working relationships among the SILS program, the SILC, and centers; the DSU, other State agencies represented on the SILC and other councils that address the needs of specific disability populations and issues; and other public and private entities determined to be appropriate by the SILC.

The description must identify the entities with which the DSU and the SILC will cooperate and coordinate.

Describe the steps that will be taken to maximize the cooperation, coordination and working relationships among the SILS program, the SILC, and centers; the DSU, other State agencies represented on the SILC and other councils that address the needs of specific disability populations and issues; and other public and private entities determined to be appropriate by the SILC.

The description must identify the entities with which the DSU and the SILC will cooperate and coordinate.

Efforts to maximize cooperation, coordination, and communication will be an ongoing goal of this new SPIL. The purpose of the SILC to collaborate, cooperate, and communicate with various entities is to enhance the skills, knowledge and working relationships and expand the resources of the Council. The Indiana Division of Disability and Rehabilitative Services (DDRS) and the Indiana Council on Independent Living (ICOIL) will work in cooperation and coordination to strengthen relationships with specific disability areas within the Bureau of

Rehabilitative Services, Vocational Rehabilitation Services such as Blind and Visually Impaired and Deaf and Hard of Hearing. In addition to the areas mentioned above, the DSU and ICOIL will strive to work with other agencies that provide services to individuals with disabilities.

The SILC will work with the Bureau of Rehab Services, Division of Aging, the Bureau of Developmental Disabilities, the Dept of Education, Office of Medicaid Policy and Planning and other public and private entities to share information collected by all groups to combine into a report on the broad picture of disability in the state. Information will be collected over the life of the plan and used to guide the next state plan for BRS as well as the SILC.

The reason to collaborate, cooperate, and communicate with the Vocational Rehabilitation Services Commission is to gain opportunities for the SILC and CILS/SILS to be a means of acquiring support services that the commission and VR cannot address for people with significant disabilities. The CILS/SILSs are a resource for natural environment and other support systems in the field of independent living services. The SILC Vice-Chair is an active participant on the commission and the VRSC committees. The exchange of communications between VRSC and the SILC can reduce systemic obstacles and increase self-discipline and self-sufficiency, empowering people with disabilities to manage personal outcomes.

The SILC supports the involvement of council members as stakeholders in the meetings within the State of Indiana on Money Follows the Person. The Center Directors have met with the lead agency, the Office of Medicaid Policy and Planning (OMPP) in cooperation with the DDRS and Division of Aging to discuss a practical approach for person centered planning, and post transition services once a person has moved to the community. Ongoing involvement in developing a plan for implementation of Money Follows the Person will allow for continuing collaboration with the Aging Disability Resource Center, the Area Agencies on Aging, the American Association of Retired Persons, Generations Project, The Home Care Task Force, and Community and Home Options to Institutional Care for the Elderly and Disabled) Program. The reason to collaborate, cooperate, and communicate with the MFP stakeholders is to raise their awareness of independent living services that already exist in the state of Indiana and to monitor where we need to expand home and community based services to meet the needs of Indiana resident transitioning out of institutions and into the community. The network of centers in partnership with the Indiana Association of Area Agencies on Aging successfully submitted a grant to train staff of both agencies on the work each entity does and how they can work together.

## 1.6 Coordination of Services

Describe how IL services funded under chapter 1 of title VII of the Act will be coordinated with and complement other services to avoid unnecessary duplication with other Federal, State, and local programs, including the OIB program authorized by chapter 2 of title VII of the Act, that provide IL- or VR-related services.

Describe how IL services funded under chapter 1 of title VII of the Act will be coordinated with and complement other services to avoid unnecessary duplication with other Federal, State, and local programs, including the OIB program authorized by chapter 2 of title VII of the Act, that

provide IL- or VR-related services.

The Bureau of Rehabilitation Services was created to bring Vocational Rehabilitation, Deaf and Hard of Hearing Services and Blind and Visually Impaired Services together under one leadership. This includes the OIB program also. The Bureau is a part of the Family and Social Services Agency that houses most social service departments for the State of Indiana. One current goal is closer working and collaborating of all social service agencies within DDRS. The Bureau as the DSU develops and designs policies, projects, grants and activities with the involvement of partners i.e.: CILS/SILS, ICOIL, VR Commission, other social service entities, consumers and field staff. As the DSU, we have a clear understanding of each agency and or partners services. These collaborative efforts help us to coordinate and collaborate effectively at all levels to avoid duplication.

In keeping with the requirements of 364.27 the services will be coordinated with and complement services provided by State and local agencies administering the special education, vocational education, developmental disabilities services, public health, mental health, housing transportation, and veterans programs, and the programs authorized under titles XVIII through XX of the Social Security Act within the State.

As ICOIL works aggressively on its membership campaign we will reach out to the above listed groups seeking members. Additionally ICOIL will invite these groups to participate in any planning meetings, input into planning for future SPILs and work with them on outreach activities such as conferences and other opportunities.

Housing is being addressed via CIL participation with the Back Home in Indiana Alliance and other disability-related and aging community advocacy organizations to begin a concentrated three year effort to increase the availability of integrated, affordable and accessible housing across the state and within each participating CILS/SILS region.(example)

Each CIL/SIL has a relationship, depending upon the particular need of the population they are serving at any given point in time, with their local representatives from the following entities:

? special education ? the centers work with students, some through the life span others with more specific programs such as transition or employment;

? developmental disabilities services ? centers advocate with and behalf of consumers to access services;

? public health - Many of the centers have been involved with the state pilot project to change Medicaid/TANF system;

? mental health - All the centers work with their local mental health centers to ensure services are available and accessible;

? transportation - All the centers work with transportation issues through local advisory councils, regional alliances and/or state initiatives;

? veterans' services?centers are working with the state VA office to provide IL services to veterans; and,

? programs under XVIII - XX of the Social Security Act - The CILs and SILS work with local social security offices as well as the Area Agencies on Aging to access services.

## 1.7 Independent Living Services for Individuals who are Older Blind

Describe how the DSU seeks to incorporate into, and describe in, the State plan any new methods or approaches for the provision of IL services to older individuals who are blind that are developed under the Older Individuals who are Blind program and that the DSU determines to be effective.

Describe how the DSU seeks to incorporate into, and describe in, the State plan any new methods or approaches for the provision of IL services to older individuals who are blind that are developed under the Older Individuals who are Blind program and that the DSU determines to be effective.

A Request for Proposal was developed in conjunction with the Indiana Department of Administration to procure services/develop contracts for the Chapter 2, Older Blind funds, including the ARRA funds. These contracts will not be in effect until the end of September, 2010. The DSU sought to incorporate new Older Blind program methods and approaches through the actual Request for Proposal, which reflects the use of best practices in the provision of these services.

The Older Independent Blind program provides skills training through grant contracting with six (6) community based programs and an in-house non contract independent Orientation and Mobility Instructors program. The comprehensive independent living training programs are delivered through the following network: (1) Bosma Industries f/t Blind, (2) Indianapolis Resource Center for Independent Living, (3) The Wabash Independent Living and Learning Center, (4) The Independent Living Center of Eastern Indiana, (5) The League f/t Blind and Disabled and (6) ADEC. It should be noted that a Request for Proposal was developed in conjunction with the Indiana Department of Administration to procure services/develop contracts for the Chapter 2, Older Blind funds, including the ARRA funds. These contracts will not be in effect until the end of September, 2010.

Blind and Visually Impaired Services administers the in-house outreach Orientation and Mobility program through non contracting processes with instructors reimbursed through OIB funds. The emphasis of the program is on finding and providing services to the most isolated people who are elderly and without the ability to obtain services without assistance. The instructors obtain their own referrals through networking in their local communities with vision doctors, nursing homes, Area Offices on Aging, hospitals, community rehabilitation programs, and etc.

The services provided by the six (6) contractors are comprehensive and tailored to the unique needs of each customer. Services include information and referral, assisting the consumer in connecting with community resources and programs, Orientation and Mobility training, providing the consumer the ability to travel safely and to be more integrated into the community, counseling, addressing adjustments to vision loss, recreation and socialization, providing confidence in social settings and means to stay active, and independent living skills training specific to everyday skills essential to stay in the home such as meal preparation, identifying money, identifying medications, telling time, etc.

The Indianapolis Resource Center for Independent Living provides services in eight counties, which are Boone, Hamilton, Hendricks, Marion, Hancock, Morgan, Johnson, Shelby,

Bartholomew, Owen, Monroe and Brown

Bosma Industries is statewide and the rehabilitation teachers are stationed in Indianapolis, Valparaiso, Lafayette, Muncie, Evansville, and South Bend

The Wabash Independent Living and Learning Center (Will Center) serves Vermillion, Parke, Putnam, Clay, and Vigo counties. Through an arrangement with the nearest CIL/SIL, (ATTIC) Older Blind services are also provided by the Will Center Sullivan, Pike, Davies, Knox, Martin, Greene and Gibson.

The Independent Living Center of Eastern Indiana (ILCEIN) serves seven counties which are Henry, Wayne, Rush, Fayette, Union, Decatur, and Franklin.

The League for the Blind and Disabled in Fort Wayne cover Lagrange, Steuben, Noble, DeKalb, Whitley, Allen, Huntington, Wells, and Adams counties in Northeastern Indiana

The Association for the Disabled of Elkhart County (ADEC) serves five counties in Northern Indiana and they are LaPorte, St. Joseph, Elkhart, Marshall, and Kosciusko

## Section 2: Scope, Extent, and Arrangements of Services

The RSA final report regarding the on-site monitoring review during May, 2009 reflected a finding and a few recommendations about the OIB program in Indiana. The Corrective Action Plan is being implemented that was developed as the result of the finding BRS must take corrective action to ensure that its OIB contracts or policies and procedures require the service providers to adopt and implement policies and procedures to safeguard the confidentiality of all personal information. Indiana is also reviewing the recommendations that RSA provided i.e. OIB service provider requirements and OIB contracting and payment procedures, and will implement as appropriate.

## State Plan for Independent Living (SPIL)

State:

Indiana

Agency:

Indiana Division of Disability and Rehabilitative Services

Plan for:

2011-2013

Submitted in fiscal year:

2010

## Part II: Narrative

### Section 2: Scope, Extent, and Arrangements of Services

#### 2.1 Scope and Extent

2.1A Check the appropriate boxes in the SPIL Instrument table indicating the types of IL services to be provided to meet the objectives identified in section 1.2 of this SPIL, and whether the services will be provided by the CILs or by the DSU (directly and/or through contract or grant).

Table 2.1A: Independent living services	Provided by the DSU (directly)	Provided by the DSU (through contract and/or grant)	Provided by the CILs (Not through DSU contracts/ grants)
Core Independent Living Services - Information and referral	No	Yes	Yes
Core Independent Living Services - IL skills training	No	Yes	Yes
Core Independent Living Services - Peer counseling	No	Yes	Yes
Core Independent Living Services - Individual and systems advocacy	No	Yes	Yes
Counseling services, including psychological, psychotherapeutic, and related services	No	No	No
Services related to securing housing or shelter, including services related to community group living, and supportive of the purposes of this Act and of the titles of this Act, and adaptive housing services (including appropriate accommodations to and modifications of any space used to serve, or occupied by, individuals with significant disabilities)	No	Yes	Yes
Rehabilitation technology	No	No	No
Mobility training	No	Yes	Yes
Services and training for individuals with cognitive and sensory disabilities, including life skills training, and interpreter and reader services	No	Yes	Yes
Personal assistance services, including attendant care and the training of personnel providing such services	No	No	Yes



Surveys, directories and other activities to identify appropriate housing, recreation, accessible transportation and other support services	No	Yes	Yes
Consumer information programs on rehabilitation and IL services available under this Act, especially for minorities and other individuals with disabilities who have traditionally been unserved or underserved by programs under this Act	No	Yes	Yes
Education and training necessary for living in the community and participating in community activities	No	Yes	Yes
Supported living	No	No	No
Transportation, including referral and assistance for such transportation	No	Yes	Yes
Physical rehabilitation	No	No	No
Therapeutic treatment	No	No	No
Provision of needed prostheses and other appliances and devices	No	No	No
Individual and group social and recreational services	No	No	Yes
Training to develop skills specifically designed for youths who are individuals with significant disabilities to promote self-awareness and esteem, develop advocacy and self-empowerment skills, and explore career options	No	Yes	Yes
Services for children with significant disabilities	No	No	Yes
Services under other Federal, State, or local programs designed to provide resources, training, counseling, or other assistance of substantial benefit in enhancing the independence, productivity, and quality of life of individuals with significant disabilities	No	Yes	No
Appropriate preventive services to decrease the	No	Yes	No

need of individuals with significant disabilities for similar services in the future			
Community awareness programs to enhance the understanding and integration into society of individuals with disabilities	No	Yes	Yes
Other necessary services not inconsistent with the Act	No	Yes	No

2.1B Describe any service provision priorities, including types of services or populations, established for meeting the SPIL objectives identified in section 1.2.

The demographic committee has collected much data over the life of the SPIL. The demographic information in the attachment A gives a picture of the state: Minorities, urban areas, rural areas, disability, poverty, etc; this information has guided and will continue to guide the council on where new centers need to be located and unique issues that may exist.

The target populations showing the most need are Hispanic and African American. Studies for 2009 show that the CILS/SILS saw a 98% increase in Hispanic/Latino consumers and recognized gains in Black/African American and Asian consumers. Housing and Transportation are the service priorities for this state plan.

2.1C If the State allows service providers to charge consumers for the cost of services or to consider the ability of individual consumers to pay for the cost of IL services, specify the types of IL services for which costs may be charged and for which a financial need test may be applied, and describe how the State will ensure that:

- Any consideration of financial need is applied uniformly so that all individuals who are eligible for IL services are treated equally; and
- Written policies and consumer documentation required by 34 CFR 364.59(d) will be kept by the service provider.

Indicate N/A if not applicable.

The DSU will work with the ICOIL and CILS/SILS Directors to determine if a policy should be established. If so, any policy would ensure any charge for IL services is fair and uniform for all consumers.

## 2.2 Arrangements for State-Provided Services

2.2A If the DSU will provide any of the IL services identified in section 2.1A through grants or contractual arrangements with third parties, describe such arrangements.

The contracts for general operations provided by third parties, i.e. Centers for Independent Living, are written and approved pursuant to state procurement regulations. Contracts are

developed for a 24 month period of time and the contract outcomes are negotiated with the CIL/SIL directors.

CILS/SILS will be funded through a combination of Part B funds (Projected at \$399,837 per year), Part B ARRA funds (Projected at \$313, 059 [FFY11/12]) Part C funds (projected at \$1,310,160 per year), Part C ARRA funds (projected at \$1,783,981[FFY11/12]) , State funding (projected at \$824,999, see note, below [legislated allocation] and \$1,265,965 [other]) and non-federal funds generated by CILS/SILS (projected at \$625,000 per year).

2.2B If the State contracts with or awards a grant to a center for the general operation of the center, describe how the State will ensure that the determination of an individual's eligibility for services from that center shall be delegated to the center.

The contract between the DSU and the CIL/SIL states that the CIL/SIL shall maintain a consumer service record that includes those materials and information that is required by 34 CFR 364.53. The eligibility of services shall also be determined by the Center as required by 34 CFR 364.51.

### **State Plan for Independent Living (SPIL)**

State:

Indiana

Agency:

Indiana Division of Disability and Rehabilitative Services

Plan for:

2011-2013

Submitted in fiscal year:

2010

### **Part II: Narrative**

#### **Section 3: Design for the Statewide Network of Centers**

##### **3.1 Existing Network**

Provide an overview of the existing network of centers, including non-Part C-funded centers that comply with the standards and assurances in section 725 (b) and (c) of the Act, and the geographic areas and populations currently served by the centers.

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The Network of Centers for Independent Living is comprised of Centers for Independent Living that are consumer-controlled, community-based, cross-disability, nonresidential, private nonprofit organizations that are designed and operated within local communities by individuals with disabilities, and provide an array of IL services, regardless of funding (see RSA Policy

Directive RSA-PD-03-06). Centers in the network, including those that do not receive Part C funding, meet the standards and assurances in section 725 (b) and (c) of the Rehabilitation Act of 1973, as amended. The Network of Centers currently provides IL services in Northwest, Northeast, Central, East Central, West Central, South Central and Southwest Indiana. Centers serving these areas, the counties they serve, a description of populations served, and funding sources are as follows.

ATTIC located in Vincennes and serving Davies, Gibson, Greene, Knox, Martin, Pike, and Sullivan counties (Southwest). These are all rural counties. Consequently, the population served by the Center is people from rural areas. There are 25,191 people with disabilities (14.7% of the total populations) in this geographic area (2008 American Community Survey). The Center also serves a larger proportion of individuals who have cognitive and physical disabilities. Funding sources include Part C, Part B, other state funds, and other private sources.

Everybody Counts located in Merrillville and serving Lake and Porter counties (Northwest). These are urban counties. There are 79,953 people with disabilities (12.3 % of the total populations) in this geographic area (2008 American Community Survey). The Center also serves a larger proportion of individuals who are African American. Funding is derived from Part C funds.

Indiana F.A.C.E.S. located in Merrillville and serving Lake and Porter counties (Northwest). These are urban counties. There are 79,953 people with disabilities (12.3 % of the total populations) in this geographic area (2008 American Community Survey). The Center was established with a focus on serving people who are Hispanic/Latino, and those who are Deaf. Funding is derived from Part C funds.

AcessABILITY (formerly IRCIL) located in Indianapolis and serving Boone, Hamilton, Hancock, Hendricks, Johnson, Marion, Morgan, and Shelby counties (Central). Four of these are rural counties and all are located in the Indianapolis metropolitan area. There are 177,323 people with disabilities (10.8% of the total populations) in this geographic area (2008 American Community Survey). The Center serves a larger proportion of individuals who are Hispanic/Latino and African American. It also serves a larger proportion of people who have vision loss and physical disabilities. Funding sources include Part C, Part B, other state funds, and other private sources.

League for the Blind and Disabled (The League) located in Fort Wayne and serving Adams, Allen, Dekalb, Huntington, Jay, Kosciusko, LaGrange, Noble, Steuben, Wells and Whitley counties (Northeast). Ten of these are rural counties. There are 78,444 people with disabilities (10.8% of the total populations) in this geographic area (2008 American Community Survey). The Center serves a larger proportion of individuals who are African American. It also serves a larger proportion of people who have cognitive, physical, and vision related disabilities. Funding sources include Part C, Part B, other state funds, and other private sources. At the time of this SPIL's approval, documentation was not available to confirm whether all the listed counties correspond to the CIL's original RSA-approved IL Part C application. If further analysis of the CIL's service area indicates the need to revise this section, the SPIL may be revised at a later date.

Southern Indiana Center for Independent Living (SICIL) located in Bedford and serving Crawford, Lawrence, Jackson, Monroe, Orange, and Washington counties (South Central). Five of these are rural counties. There are 38,400 people with disabilities (14.1% of the total populations) in this geographic area (2008 American Community Survey). Center serves a larger proportion of individuals who have physical disabilities. Funding sources include Part C, Part B, other state funds, and other private sources.

Future Choices located in Muncie and serving Blackford, Delaware, Grant, Howard, Madison, and Randolph counties. Two of these are urban counties (Delaware and Madison) with a large majority of those served residing in Delaware County. There are 69,223 people with disabilities (16.2 % of the total populations) in this geographic area (2008 American Community Survey). The Center also serves a larger proportion of individuals who have cognitive and physical disabilities. Funding sources include Part B, other state funds, and other private sources.

Independent Living Center of Eastern Indiana (ILCEIN) located in Richmond and serving Decatur, Fayette, Franklin, Henry, Rush, Union, and Wayne counties (East Central). These are all rural counties. Consequently, the population served by the Center is people from rural areas. There are 34,079 people with disabilities (16.3 % of the total populations) in this geographic area (2008 American Community Survey). Funding sources include Part B, other state funds, and other private sources.

Will Center located in Terre Haute and serving Clay, Parke, Putnam, Vermillion, and Vigo counties (West Central). Four of these are rural counties. There are 33,483 people with disabilities (17.1% of the total populations) in this geographic area (2008 American Community Survey). Center serves a larger proportion of individuals who have physical and vision related disabilities. Funding sources include Part B, other state funds, and other private sources.

Urban counties are defined here as being counties with a population of 100,000 people or more.

Please note that included in the state plan electronically submitted to RSA included 2 maps of the State of Indiana. The first map reflects current catchment areas of the CILS/SILSs located in Indiana. The second map identifies, by county, the number of people with disabilities and the resulting funding amount that would be needed for the provision of IL services in that county.

### 3.2 Expansion of Network

Describe the design for the further expansion of the network, including identification of the unserved and underserved areas in the State and the order of priority for serving these areas as additional funding becomes available (beyond the required cost-of-living increase).

#### A. Unserved Areas of the State

There are 40 counties in Indiana that are unserved by a Center for Independent Living. Thirty-five of these counties are located in the North Central, Northwest, Southeast, and Southern Ohio River regions of the state and include Benton, Carroll, Cass, Clark, Clinton, Dearborn, Elkhart,

Floyd, Fountain, Fulton, Harrison, Jasper, Jefferson, Jennings, LaPorte, Marshall, Miami, Montgomery, Newton, Ohio Perry, Posey, Pulaski, Ripley, Scott, Spencer, Starke, St. Joseph, Switzerland, Tippecanoe, Vanderburgh, Wabash, Warren, Warrick, and White counties.

In addition, there are currently five unserved counties in the central and southern areas of the state that are isolated between the geographic boundaries of existing Centers. These isolated counties are Bartholomew, Brown, Dubois, Owen, and Tipton counties.

Please see the attached demographic study document for more information regarding the population of people with disabilities in each unserved Indiana county.

## B. Underserved Areas of the State

The Indiana Council On Independent Living (ICOIL) developed a Formula Funding Allocation Model for Indiana's Centers for Independent Living (CIL) in FY 2009 as a tool used, in part, to assist in identifying underserved areas of the state. The Indiana formula is based on the CIL funding formula developed in Illinois. CILs in Illinois hired an economist at Southern Illinois University to develop the formula. Indiana results were compiled by the Indiana Business Research Center, Indiana University Kelly School of Business using the most recent data sources available in 2009.

The CIL funding formula uses three indices to identify how much money it takes to fully fund CIL services in each county of the state. The indices are designed to capture a wide range of data that affects the level of need that people with disabilities have for CIL services in each county. Types of data captured include the number of people with disabilities, the economic distress level of the county, the number of people who have disabilities that impact their ability to work, total population of the county, total employment, land area in square miles, total working age population, age and gender of the population of people with disabilities, job density of the county, and unemployment rates.

Counties and CIL geographic areas that are fully funded, as indicated by the formula, are considered to be fully served. Conversely, counties and CIL geographic areas that are not fully funded are considered underserved. This approach also provides an indication as to the degree that specific counties or CIL geographic areas are underserved by comparing the existing amount of CIL funding in an area to the full amount of funding needed. This capability provides Indiana stakeholders with a method to prioritize underserved areas of the state for additional IL funding.

According to the Indiana formula, all geographic areas served by existing Centers for Independent Living are underserved to varying degrees. These underserved counties (not in priority order) include: Adams, Allen, Blackford, Boone, Clay, Crawford, Daviess, Decatur, Dekalb, Delaware, Fayette, Franklin, Gibson, Grant, Greene, Hamilton, Hancock, Hendricks, Henry, Howard, Huntington, Jackson, Jay, Johnson, Knox, Kosciusko, LaGrange, Lake, Lawrence, Madison, Marion, Martin, Monroe, Morgan, Noble, Orange, Parke, Pike, Porter, Putnam Randolph, Rush, Shelby, Steuben, Sullivan, Union, Vermillion, Vigo, Wayne, Washington, Wells and Whitley counties.

For the purposes of the order of priority those counties that are underserved are:

- ? Henry, Wayne, Rush, Fayette, Union, Decatur, Franklin,
- ? Howard, Grant, Blackford, Madison, Delaware, Randolph
- ? Vermillion, Parke, Putnam, Vigo and Clay.

### C. Design for the Further Expansion of the CIL Network

In 2009, the Indiana Council on Independent Living developed its vision for a future statewide network of CILS/SILSs designed to provide statewide CIL coverage. The vision was incorporated into a map of the state that identified the geographic areas and locations of current and future CILS/SILS. Please see Figure 2 below.

Sources of information used to develop the vision for a statewide network of CILS/SILSs included:

1. Number of people with disabilities in each county
2. Commuting patterns within the state
3. Results from the Formula Funding Allocation Model for Indiana's Centers for Independent Living that incorporates a wide variety of county specific factors
4. Collective knowledge of the state among consumers, DSU representatives, ICOIL members, CILS/SILS directors who worked together to develop the statewide coverage vision (such as regional population characteristics, availability of service providers, roadway systems, etc.)

The vision for statewide CIL/SIL coverage calls for the establishment of five (5) new Center for Independent Living serving unserved areas of the North Central, Northwest, Southeast, and Southern Ohio River regions of the state. In addition, five unserved counties in the southern and central areas of the state that are isolated between the geographic boundaries of existing Centers are incorporated into the service area of existing CILS/SILSs. These counties will be served with Part B and other state funds. Two of the Centers that will incorporate isolated counties into their service area are Part C funded Centers (ATTIC and Southern Indiana Center for Independent Living). These Centers and the state will ensure that the Centers have appropriate accounting mechanisms in place to track and segregate their Part C and non-Part C funds. The assignment of isolated counties to the service areas of existing Centers is as follows:

Dubois County assigned to ATTIC

Bartholomew and Brown counties assigned to the Southern Indiana Center for Independent Living

Owen County assigned to the WILL Center

Tipton County assigned to Future Choices

In the Fall of 2009, the Indiana Council on Independent Living (ICOIL) developed and adopted a set of criteria that groups must comply with in order to receive federal or state independent living funding to start a new Center for Independent Living in Indiana. The criteria require that all new Centers in the state start as an expansion of an existing Center (also referred to as 'satellite' or

'branch'). The approach ensures that new Centers have: 1. experienced administrative and governance support, 2. cost efficiencies resulting from shared management and support services, 3. increased ability to comply with the definition, standards, indicators and assurances established for Center for Independent Living and, 4. a greater ability to be accountable for funds received and services delivered. The complete criteria for new Center for Independent Living in Indiana is as follows.

There must be at least \$150,000 in new regular fiscal year Part C, Part B and/or other state funds used to support Centers for Independent Living in order to establish a new Center for Independent Living in Indiana. In addition, new recipients of Part C, Part B and/or other state funds used to support Centers for Independent Living must:

1. Have a governing board and a staff made up of at least 51% people with disabilities.
2. Demonstrate an understanding and practice of the independent living philosophy.
3. Comply (or demonstrate how they will comply) with the Title VII Standards and Indicators, Definitions and Assurances of the Rehabilitation Act of 1973, as amended
4. Demonstrate consistency with the State Plan for Independent Living
5. Comply with the map for statewide independent living services as approved by ICOIL and the designated state unit (DSU)
6. Be an expansion of an existing center that will become a separate, free standing, independent Center for Independent Living within 5 years
7. Demonstrate a connection with their state legislator(s) who will work to increase state funding for independent living to include their new center.

#### . D. Order of Priority

In December 2009, the Indiana Council On Independent Living established and adopted a set of priorities for the distribution of Title VII, Part C, Part B and other state funds for Center for Independent Living. The priorities are as follows:

1. Maintain current funding levels for each existing CIL.
2. Provide uniform cost of living increases from federal and other state funds to all Indiana CILs.
3. Establish new CILs in unserved areas of the state (see section 3.2 A above) in accordance with: (a) geographic boundaries and CIL locations identified in the statewide map (figure 2) and, (b) requirements/criteria established by RSA, the DSU and this state plan. If Part C funds in the amount of \$150,000 are available Indiana would like to request that RSA conduct a competition for these five areas and RSA will award the grant to the most qualified applicant. The first priority would be to establish a new center that serves one of the unserved areas listed below. (not listed in priority order):

North Central - Elkhart, La Porte, Marshall, St. Joseph, and Starke Counties

Rural North - Cass, Fulton, Jasper, Miami, Newton, Pulaski, Wabash, and White Counties

West Central - Benton, Carroll, Clinton, Fountain, Montgomery, Tippecanoe, and Warren Counties



Ohio River South - Clark, Floyd, Harrison, Perry, Posey, Spencer, Vanderburgh, and Warrick Counties

Southeast - Dearborn, Jefferson, Jennings, Ohio, Ripley, Scott, and Switzerland Counties

4. Increase funding to underserved areas of the state (see section 3.2 B above) that are served by state/part B only CILs

If, as the result of the RSA competition for the first priority, above, there are not qualified proposals submitted, then the second priority is to target underserved areas of the State. RSA would hold a competition (\$150,000) for the underserved counties listed below. The priority order for providing additional Part C to underserved geographic areas served by existing Centers in Indiana, as indicated by the Funding Formula Allocation Model for Indiana's Centers for Independent Living, is as follows:

Blackford, Delaware, Grant, Howard, Madison, and Randolph counties.

Decatur, Fayette, Franklin, Henry, Rush, Union, and Wayne counties.

Clay, Parke, Putnam, Vigo, and Vermillion counties.

5. If there are extra Part C funds available over COLA but less than \$150,000 those should then be distributed to existing Part C centers by using the funding formula.

### 3.3 Section 723 States Only

3.3A If the State follows an order of priorities for allocating funds among centers within a State that is different from what is outlined in 34 CFR 366.22, describe the alternate order of priority that the DSU director and the SILC chair have agreed upon. Indicate N/A if not applicable.

THIS SECTION IS NOT APPLICABLE TO INDIANA.

3.3B Describe how the State policies, practices and procedures governing the awarding of grants to centers and the oversight of these centers are consistent with 34 CFR 366.37 and 366.38.

THIS SECTION IS NOT APPLICABLE TO INDIANA.

### **State Plan for Independent Living (SPIL)**

State:

Indiana

Agency:

Indiana Division of Disability and Rehabilitative Services

Plan for:

2011-2013

Submitted in fiscal year:  
2010

## **Part II: Narrative**

### **Section 4: Designated State Unit (DSU)**

#### **4.1 Administrative Support Services**

4.1A Describe the administrative support services to be provided by the DSU for the SILS (Part B) program and, if the State is a Section 723 State, for the CIL (Part C) program.

Refer to the SPIL Instructions for additional information about administrative support services.

The Director of Policy and Planning serves as liaison to the Indiana Council on Independent Living (ICOIL), and CILs/SILs on behalf of the Director of the Bureau of Rehabilitative Services. This position responds to the Council and RSA in a timely manner, meeting all deadlines. The Director of Policy and Planning reviews reports submitted by the Independent Living Centers, and, upon request, researches and reviews the laws and regulations pertinent to Indiana's IL program for clarification and implementation. The Director also reviews Indiana's IL Program for compliance with the Indiana IL State Plan as well as state and federal requirements.

4.1B Describe other DSU arrangements for the administration of the IL program, if any.

Non-applicable.

### **State Plan for Independent Living (SPIL)**

State:

Indiana

Agency:

Indiana Division of Disability and Rehabilitative Services

Plan for:

2011-2013

Submitted in fiscal year:

2010

## **Part II: Narrative**

### **Section 5: Statewide Independent Living Council (SILC)**

#### **5.1 Resource plan**

5.1A Describe the resource plan prepared by the SILC in conjunction with the DSU for the provision of resources, including staff and personnel, made available under parts B and C of chapter 1 of title VII, section 101(a)(18) of the Act, and from other public and private sources

that may be necessary to carry out the functions of the SILC identified in section 705(c). The description must address the three years of this SPIL.

- Refer to the SPIL Instructions for more information about completing this section.

For more information click the icon.

The SILC resource plan provides funds for each of the three years covered in the plan to carry out SILC activities as identified in Title VII, Section 705(c) of the Act. An amount of \$97,824 has been budgeted annually as funds through the VR Innovation and Expansion Grant Authority for this purpose and covers the cost of items such as SILC telephone costs; postage for SILC correspondence; SILC members' travel to SILC meetings, public hearings and other SILC functions; personal care attendants for SILC members, as needed, to attend/participate in SILC functions; sign language interpreters for SILC sponsored functions and meetings; and SILC member and prospective member training.

As the result of recommendations from a contracted consultant in FFY09, as well as findings from the RSA program review conducted in May, 2009, the ICOIL is obtaining more independence from the DSU. To this end a competitive request for proposal process (RFP) in accordance with the Indiana Department of Administration procedures, resulted in the identification of an entity that will, as of June 1, 2010, be providing staff support to the ICOIL. The budget for this contract also includes activities to support the ICOIL resource plan. Please note that the RFP process included input from the ICOIL membership.

Council On Independent Living/Other SPIL Activities Plan Budget (Estimated Annual Figures)

Personnel (Staff Position-1 FTE) Subtotal: \$58,200.00

Salary: \$55,000.00

Travel: \$3000

Training: \$200

ICOIL Operating Expenses Subtotal: \$39,624.30

Travel In-State: \$6000

Travel Out-of-State: \$8000

Per Diem: \$250

Training Events: \$600

Presenters: \$1000

Other: \$3,400

(Memberships/ad hoc projects)

Supplies: \$1000

Contractual Clerical: \$7269

Contractual Website Maintenance: \$1625

Contractual Accounting: \$2480

Contractual Interpreters: \$4000

Contractual Personal Care Attendants: \$4000

TOTAL BUDGET: 97,824.30

5.1B Describe how the following SILC resource plan requirements will be addressed.

- The SILC's responsibility for the proper expenditure of funds and use of resources that it receives under the resource plan.

The SILC Treasurer/Finance Committee will be responsible for monitoring all expenditures submitted to, and paid by, the DSU, as per Article VI Section 10 and Article VII Section 6 (2) of the SILC's Bylaws adopted in June 2006 and amended on March 18, 2009. The DSU will process expenditures in accordance with federal/state financial guidelines.

Indiana has developed a corrective action plan as the result of the RSA on-site monitoring review held in May, 2009 and subsequent findings. The findings and specific CAP activities follow:

-BRS must take the corrective action to ensure that the SILC chairperson is vested with the authority to make the controlling decisions concerning expenditures under the SILC resource plan, including those related to out-of-state travel, consistent with applicable state and federal law or regulations.

Corresponding CAP: 1) BRS, following state procurement procedures, will contract with an entity to provide staff support to the ICOIL. (This is explained below) 1a) The contract with this entity will include funds to support the ICOIL resource plan expenditures. 2) The ICOIL chairperson will work with the contracted entity to finalize the ICOIL resource plan budget as well as approve and monitor expenditures (consistent with applicable state and federal law or regulations.)

As recommended by RSA during the on-site review, Indiana will be providing training to the ICOIL membership on the State's procedures in regard to contracts and payments.

Recommendations that Indiana has completed since the on-site review follow:

- 1) Initiate a comprehensive review of its policies and procedures to ensure that SILC meetings and other meetings and forums, including SPIL public hearings, comply with all applicable federal and state laws and regulations, including the Americans with Disabilities Act, the Indiana Open Door Law and Title VII of the Act;
- 2) Include clear and specific processes for addressing grievances and complaints;
- 3) Post revised policies and procedures on the ICOIL website and other suitable venues for informing the public; and,
- 4) Assess the most cost-effective administrative options to increase the capacity of ICOIL to perform its statutory duties.

NOTE: Two sets of policies and procedures have been developed. The first is for the operation of the SILC and the second is applicable to the SILC as a free-standing entity.

Additional information about the contract with an entity to provide staff support to the ICOIL:

Indiana BRS, in response to the RSA finding, developed a Request for Proposal with the intent

that the SILC would be responsible for their own budget, and, supported by a non-state agency person, which has been the case to date. Following state procurement methods, the RFP was issued on January 15, 2010, a Pre-Proposal Conference held on January 22, 2010, the deadline to Submit Written Questions was January 26, 2010, the Response to Written Questions/RFP Amendments was due February 1, 2010, and proposals were submitted by February 15, 2010.

Three proposals were submitted, a review team, including input from a subject matter expert identified by the SILC chair, made award recommendation to the Indiana Department of Administration. This entity was chosen, and the contracting process began for a 24 month contract to begin on June 1, 2010.

The contractor oversees the appropriate disbursement of funds to support the operation of ICOIL as well as a staff person to be available as deemed necessary to ICOIL and/or the State. The contractor provides support to the ICOIL so that the duties of the ICOIL are consistent with state and federal law and accompanying regulations. At the direction of the ICOIL and the State, the contractor provides the following deliverables: Executive functions which includes, but is not limited to supporting the operation of the ICOIL; Accounting functions, which includes, but is not limited to ensuring a proper accounting system is in place to support the resource plan; and, Administrative Functions, which includes, but is not limited to assisting ICOIL with paperwork involved in the day to day operation of the ICOIL.

- Non-inclusion of conditions or requirements in the SILC resource plan that may compromise the independence of the SILC.

No conditions or requirements are stated or implied in the SILC resource plan that may compromise the independence of the SILC, as per:

a. SILC Bylaws dated June 14, 2006, and amended March 18, 2009 Article III: Powers, Section 1

b. Indiana Council on Independent Living (ICOIL) Operating Policies and Procedures (12/16/2009). The purpose of these policies and procedures are to establish basic guidelines under which the council conducts its business.

? Reliance, to the maximum extent possible, on the use of resources in existence during the period of implementation of the State plan.

The SILC shall comply with any and all federal and state laws and regulations regarding its fiscal management. Inherent in the ICOIL by-laws and policies is a commitment by the SILC to comply with 34 CFR 364.21 (i) (2) requirements for the SILC to further the philosophy of independent living to the maximum extent possible.

- Reliance, to the maximum extent possible, on the use of resources in existence during the period of implementation of the State plan.

The SILC shall comply with any and all federal and state laws and regulations regarding its fiscal management. Inherent in the ICOIL by-laws and policies is a commitment by the SILC to

comply with 34 CFR 364.21 (i) (2) requirements for the SILC to further the philosophy of independent living to the maximum extent possible.

## 5.2 Establishment and Placement

Describe how the establishment and placement of the SILC ensures its independence with respect to the DSU and all other State agencies. Refer to the SPIL Instructions for more information about completing this section.

In 2003 three members of the SILC at that time completed the required paperwork for the establishment of a 501c3 and have updated the paperwork annually. As part of the SILCs goal to become a fully functional 501c3, the first step toward this goal is the contract that has been established for the SILC resource plan. Over the course of the 2 year contract the SILC will develop and implement a detailed plan that will allow the SILC to receive the contract directly, hire staff and manage their operating budget using the 501c3 designation that has been maintained.

The Indiana Council on Independent Living (ICOIL) is eligible to receive assistance under Chapter 1 of Title VII of the Act, as amended. Indiana has established a SILC that meets the requirements of section 705 of the Act in accordance with 34 CFR 364.21 (a), (2).

The SILC in Indiana is the Indiana Council on Independent Living (ICOIL). Its enabling statute is found at IC 12-12-8-6, which, in turn, is found in IC 12-12-8 (Centers for Independent Living). The enabling section and the sections that follow it establish the composition and diversity of the council, who appoints council members, how they are reimbursed, the terms and limitations of council members, and the powers as well as the duties of council members. The enabling statute closely tracks the federal regulations. In fact, IC 12-12-8-4(a) specifies that any provision of this chapter that violates a federal law or federal regulation is void.

### IC 12-12-8-6

Establishment of statewide independent living council; membership; requirements

Sec. 6. (a) There is established a statewide independent living council. The council is not a part of a state agency.

(b) The council consists of at least twenty (20) members appointed by the governor, including the following:

(1) At least one (1) director of a center for independent living located in Indiana chosen by the directors of the centers for independent living located in Indiana.

(2) Nonvoting members from state agencies that provide services for individuals with disabilities.

(3) Other members, who may include the following:

(A) Representatives of centers for independent living.

(B) Parents and guardians of individuals with disabilities.

(C) Advocates for individuals with disabilities.

(D) Representatives from private business.

(E) Representatives of organizations that provide services for individuals with disabilities.

(F) Other appropriate individuals.

(c) The members appointed under subsection (b) must:

(1) provide statewide representation;

(2) represent a broad range of individuals with disabilities from diverse backgrounds;

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(3) be knowledgeable about centers for independent living and independent living services; and

(4) include a majority of members who:

(A) are individuals with disabilities; and

(B) are not employed by a state agency or a center for independent living.

As added by P.L.217-2005, SEC.14. Amended by P.L.1-2006, SEC.185; P.L.141-2006, SEC.52; P.L.182-2009(ss), SEC.298.

IC 12-12-8-7

Salary per diem

Sec. 7. (a) Each member of the council who is not a state employee is entitled to the minimum salary per diem provided by IC 4-10-11-2.1(b). The member is also entitled to reimbursement for traveling expenses as provided under IC 4-13-1-4 and other expenses actually incurred in connection with the member's duties as provided in the state policies and procedures established by the Indiana department of administration and approved by the budget agency.

(b) Each member of the council who is a state employee is entitled to reimbursement for traveling expenses as provided under IC 4-13-1-4 and other expenses actually incurred in connection with the member's duties as provided in the state policies and procedures established by the Indiana department of administration and approved by the budget agency.

As added by P.L.217-2005, SEC.15.

IC 12-12-8-8

Terms of council members; limitation

Sec. 8. (a) A member appointed to the council by the governor serves a term of three (3) years, beginning on July 1 after appointment. However, a member appointed to fill a vacancy on the council serves for the remainder of the unexpired term.

(b) A member appointed to the council by the governor may not serve more than two (2) consecutive terms.

As added by P.L.217-2005, SEC.16.

IC 12-12-8-9

Appointment to fill vacancy on council

Sec. 9. If a vacancy occurs among the voting members of the council, the original appointing authority shall appoint a qualified individual to serve for the unexpired term of the vacating member.

As added by P.L.217-2005, SEC.17.

IC 12-12-8-10

Powers and duties of council; public access to meetings

Sec. 10. (a) The council has the powers and duties specified in this chapter.

(b) The council may do the following:

(1) Jointly develop and sign the state plan in conjunction with the designated state unit.

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(2) Monitor, review, and evaluate the implementation of the state plan.

(3) Coordinate activities with the state rehabilitation council and other councils that address the needs of specific disability issues.

(4) Submit periodic reports to the funding sources and provide access to the records that are necessary to verify contents of the reports.

(5) Do other things necessary and proper to implement this chapter.

(c) The council shall ensure that all meetings of the council are open to the public and in accessible formats with sufficient advance public notice.  
As added by P.L.217-2005, SEC.18.

IC 12-12-8-6(a) states explicitly "The Council is not a part of a state agency." To ensure ICOIL's independence, Vocational Rehabilitation Services has executed a two year contract with an entity for purposes of allowing this contractor to act, essentially, as a fiscal agent serving as a conduit through which agency funding for the council will flow. How that funding is allocated or apportioned is left entirely to the discretion of the council. Even as to matters such as travel reimbursement, the council need not seek permission from Vocational Rehabilitation Services, the Division of Disability and Rehabilitative Services, or the Indiana Family and Social Services Agency.

### 5.3 Appointment and Composition

Describe the process used by the State to appoint members to the SILC who meet the composition requirements in section 705(b). Refer to the SPIL Instructions for more information about completing this section.

To be considered for appointment to the Indiana Council on Independent Living interested parties must complete the Application for Gubernatorial Appointment to a Board or Commission. This application is posted on the ICOIL website [www.ICOIL.org](http://www.ICOIL.org).

The completed application and a basic resume detailing current and past employment along with any affiliations are to be mailed to the IL Program Director, 402 West Washington Street, Indianapolis, Indiana 46204. That person will provide all applications to the Chairperson of the ICOIL membership committee for review.

Upon selection for consideration, the applicant will be asked to attend an interview with committee members and if mutually acceptable will be required to complete Consent for Release of Information form and an authorization for a State Police Background check. All potential members must pass the background checks and be able to travel to attend monthly meetings.

Upon approval by the Membership Committee, the names will be provided to the Executive Committee and to the Governor's office to conduct the formal background checks. The Governor's office will make the final determination and appointment to ICOIL.

Orientation will be provided to new members to assist them in understanding their roles and responsibilities in relation to the business of the Council.

\*Indiana Council on Independent Living (ICOIL) IC 12-20-8-6 Membership: At least 20 gubernatorial appointments. Members must include the following: At least 1 director of a center for independent living located in Indiana chosen by the directors of the centers for independent living located in Indiana and other members who may include representatives of centers for independent living, parents and guardians of individuals with disabilities, advocates for individuals with disabilities, representatives from private business, representatives of



organizations that provide services for individuals with disabilities and other appropriate individuals. Members must provide statewide representation and represent a broad range of individuals with disabilities from diverse backgrounds that are knowledgeable about centers for independent living and independent living services. The council must include a majority of members who are individuals with disabilities and are not employed by a state agency or a center for independent living. Terms are for 3 years and members may not serve more than two consecutive terms. The governor may also appoint a number of nonvoting members from state agencies that provide services for individuals with disabilities.

ICOIL encourages interested parties to attend a meeting as a member of the public to gain a better understanding of the Council and its works.

The SILC, at the time of this drafting of the SPIL, is not in compliance with the composition, voting member and term limit requirements outlined in 34 CFR 364.21(b)(d)(f). As part the findings of the on-site monitoring and subsequent reports, the DSU and SILC have submitted a corrective action plan to address this issue. At the time of the writing of the draft state plan, the draft CAP is undergoing some revisions, given RSA input. It is anticipated, and described in the CAP, that the SILC membership will be in compliance by June 30, 2011. This will allow for RSA review/approval of final plan, SILC membership committee to conduct outreach activities for members, and the governor to make appointments.

#### 5.4 Staffing

Describe how the following SILC staffing requirements will be met.

- SILC supervision and evaluation, consistent with State law, of its staff and other personnel as may be necessary to carry out its functions.

Until the development of this SPIL, the DSU has provided staff support to the council. This relationship will change and the BRS/IL program director will not be assigned any duties that would create a conflict of interest. The Council and the DSU worked together this past year to contract for an entity to provide support to the council so that the duties of ICOIL are consistent with state and federal law and regulations, The contracted entity has a start date of June 1, 2010. The council will have oversight and direct the activities of this contractor while carrying out their duties. The Chair of the Council is required to approve and co-sign all claims prior to submission for reimbursement by the contractor. The SILC executive committee will provide supervision of the contracted entity and as such will evaluate the contract outcomes. There is a Work Standards Assurance within the contract that states "The Contractor shall execute its responsibilities by following and applying at all times the highest professional and technical guidelines and standards. If the State becomes dissatisfied with the work product of or the working relationship with those individuals assigned to work on this Contract, the State may request in writing the replacement of any or all such individuals, and the Contractor shall Contract such request.

- Non-assignment of duties to SILC staff and other personnel made available by the DSU, or any other State agency or office, that would create a conflict of interest while assisting the SILC in carrying out its duties.

The contract was developed between the DSU and the contractor that included language that states the SILC will have oversight and supervision that will insure no conflict of interest while assisting the SILC in carrying out its duties. Standard termination language is in the contract.

There will be a transition period in FFY 2011 from the DSU to the contractor to provide support to the SILC. Once this transition is completed, the DSU will have a person designated to be on the SILC (BRS Director of Policy and Planning) and there will be a BRS Program Director (15% FTE) who will be providing internal administrative functions, i.e. processing contractor monthly claims, arranging for meeting rooms in the Government Center complex, and monitoring CILs.

## **State Plan for Independent Living (SPIL)**

State:

Indiana

Agency:

Indiana Division of Disability and Rehabilitative Services

Plan for:

2011-2013

Submitted in fiscal year:

2010

## **Part II: Narrative**

### **Section 6: Service Provider Requirements**

Describe how the following service provider requirements will be met:

#### **6.1 Staffing**

- Inclusion of personnel who are specialists in the development and provision of IL services and in the development and support of centers.

The CILS/SILSs within Indiana have at least 51% of staff who have disabilities. The job descriptions for personnel in decision-making positions and staff positions include the expectation that they will be knowledgeable about the philosophy of independent living, and the provision of independent living services. The Indiana On-Site Review Instrument for Centers for Independent Living in Indiana includes criteria to review CILS/SILS personnel and their qualifications.

The DDRS IL program policies and procedures have a section that includes general policies relating to the operation of Indiana CILS/SILSs. These policies state that all Indiana CILS/SILSs must comply with the Standards and Assurances set forth in Section 725 of the Rehabilitation Act, that all CILS/SILSs must have their own policies and procedures, and, that a referral made by the DSU to any CIL/SIL will include specific information.

- Availability, to the maximum extent feasible, of personnel able to communicate (1) with individuals with significant disabilities who rely on alternative modes of communication, such as manual communication, nonverbal communication devices, Braille, or audio tapes and (2) in the native languages of individuals with significant disabilities whose English proficiency is limited and who apply for or receive IL services under title VII of the Act.

Personnel in decision-making and staff positions located at CILS/SILSs must be able to communicate with individuals with significant disabilities as part of the job expectation. The Indiana On-Site Review Instrument for Centers for Independent Living in Indiana includes criteria regarding equal access.

- Establishment and maintenance of a program of staff development for all classes of positions involved in providing IL services and, where appropriate, in administering the CIL program, improving the skills of staff directly responsible for the provision of IL services, including knowledge of and practice in the IL philosophy.

CILS/SILSs are required to assure that the needs of staff are met, including staff development and training. The CILS/SILS also provide Governing Board training and development sessions/programs. The Indiana On-Site Review Instrument for Centers for Independent Living in Indiana includes criteria for staff development and training.

- Affirmative action to employ and advance in employment qualified individuals with significant disabilities on the same terms and conditions required with respect to the employment of individuals with disabilities under section 503 of the Act.

Each CIL/SIL in Indiana must take affirmative action to employ and advance in employment qualified individuals with significant disabilities. The Indiana On-Site Review Instrument for Centers for Independent Living in Indiana includes criteria regarding affirmative action/non-discrimination.

Included in the individual contracts to each of the CILS/SILSs in Indiana are terms and conditions, including, but not limited to, information regarding: Duties of the contractor, which includes the provision of IL services consistent with 34 CFR 364.50, 364.51 and other pertinent sections of parts 364 and 365 of title 34 of the CFR; Term of the contract, which includes the effective start and end dates; and Compliance with Laws, which states that the CILS/SILS shall comply with all applicable federal, state and local laws, rules, regulations and ordinances, etc.

## 6.2 Fiscal Control and Fund Accounting

- Adoption of those fiscal control and fund accounting procedures as may be necessary to ensure the proper disbursement of and accounting for funds made available through parts B and C of chapter 1 of title VII of the Act, in addition to complying with applicable EDGAR fiscal and accounting requirements.

The contracts that the DSU have with each of the CILS/SILSs receiving state funds for the provision of services have boilerplate language that accounting records are kept, fiscal reports are completed and procedures are followed to assure expenditures are consistent with the approved budget of the CILS/SILS. The Indiana On-Site Review Instrument for Centers for Independent Living in Indiana includes criteria regarding budget, fiscal management, and accounting systems.

### 6.3 Recordkeeping, Access and Reporting

- Maintenance of records that fully disclose and document the information listed in 34 CFR 364.35.

The CILS/SILSs receiving state funds for the provision of services keep records that include:

- (1) The amount and disposition by the recipient of that financial assistance;
  - (2) The total cost of the project or undertaking in connection with which the financial assistance is given or used;
  - (3) The amount of that portion of the cost of the project or undertaking supplied by other sources; and
  - (4) Compliance with the requirements of chapter 1 of title VII of the Act and this part; and
- (b) Other records that may be determined to be appropriate to facilitate an effective audit.

The Indiana On-Site Review Instrument for Centers for Independent Living in Indiana includes criteria regarding the above.

- Submission of annual performance and financial reports, and any other reports that the Secretary determines to be appropriate

The contracts between the DSU and the CILS/SILSs include the expectation that performance and financial reports be submitted.

- Access to the Commissioner and the Comptroller General, or any of their duly authorized representatives, for the purpose of conducting audits, examinations, and compliance reviews, to the information listed in 34 CFR 364.37.

The CILS/SILS contract boilerplate includes auditing expectations.

### 6.4 Eligibility

- Eligibility of any individual with a significant disability, as defined in 34 CFR 364.4(b), for IL services under the SILS and CIL programs.

The CILS/SILS are responsible for the eligibility of consumers who seek services from their organizations. The Indiana On-Site Review Instrument for Centers for Independent Living in Indiana includes a review of documentation showing that the Individual is eligible or ineligible for services. (Only those that are eligible are served).

- Ability of any individual to seek information about IL services under these programs and to request referral to other services and programs for individuals with significant disabilities.

All CILS/SILS provide information and referral services. An individual who is seeking services from a CIL/SIL can request information on the services requested, and the services provided or arranged for them. This is then part of the Indiana On-Site Review Instrument for Centers for Independent Living in Indiana.

- Determination of an individual's eligibility for IL services under the SILS and CIL programs in a manner that meets the requirements of 34 CFR 364.51.

The contracts that the CILS/SILS have with the DSU includes language in regard to duties of the contractor being consistent with 34 CFR 364.51. The Indiana On-Site Review Instrument for Centers for Independent Living in Indiana includes components relevant to these expectations.

- Application of eligibility requirements without regard to age, color, creed, gender, national origin, race, religion, or type of significant disability of the individual applying for IL services.

The CILS/SILS, as reflected in the Indiana On-Site Review Instrument for Centers for Independent Living in Indiana, do not deny services to persons on the basis of their race, color, national origin, gender, age or the existence of a disability.

- Non-exclusion from receiving IL services of any individual who is present in the State and who is otherwise eligible for IL services, based on the imposition of any State or local residence requirement.

Individuals who are present in the state, who are otherwise eligible for IL services can access CILS/SILSs for services.

## 6.5 Independent Living Plans

- Provision of IL services in accordance with an IL plan complying with Sec. 364.52 and mutually agreed upon by the individuals with significant disabilities and the appropriate service provider staff unless the individual signs a waiver stating that an IL plan is unnecessary.

The contracts that CILS/SILSs have with the DSU include language includes this requirement, which is then reflected in the Indiana On-Site Review Instrument for Centers for Independent Living in Indiana.

## 6.6 Client Assistance Program (CAP) Information

- Use of accessible formats to notify individuals seeking or receiving IL services under chapter 1 of title VII about the availability of the CAP program, the purposes of the services provided under the CAP, and how to contact the CAP.

CILS/SILSs provide this information to persons seeking services.

#### 6.7 Protection, Use and Release of Personal Information

- Adoption and implementation of policies and procedures meeting the requirements of 34 CFR 364.56(a), to safeguard the confidentiality of all personal information, including photographs and lists of names.

Each CIL/SIL is to have policies and procedures for staff addressing consumer service record management as well as confidentiality. This is then reflected in the Indiana On-Site Review Instrument for Centers for Independent Living in Indiana. The DSU contracts with each of the CILS/SILS include language on safeguarding the confidentiality of all personal information.

### State Plan for Independent Living (SPIL)

State:

Indiana

Agency:

Indiana Division of Disability and Rehabilitative Services

Plan for:

2011-2013

Submitted in fiscal year:

2010

### Part II: Narrative

#### Section 7: Evaluation

Describe the method that will be used to periodically evaluate the effectiveness of the plan in meeting the objectives established in Section 1. The description must include the State's evaluation of satisfaction by individuals with significant disabilities who have participated in the program.

#### Section 7: Evaluation

Goal(s) and the related Objective(s) from Section 1	Method that will be used to evaluate
GOAL #1: Advocacy Activities	The SPIL Committee of the ICOIL is charged with evaluating the attainment of the SPIL goals and objectives. The SPIL Committee will develop and utilize a "logic model", which is framework by which ICOIL

GOAL #2: Consumer Leadership Skills	<p>will look at inputs (i.e. consumers, funding); activities (SPIL objectives) and outcomes, as the basis for measuring progress. The Committee will meet quarterly and reports its findings and recommendations to the full Council at the next regularly scheduled SILC meeting.</p> <p>Annually the SPIL committee will review the progress on the SPIL to make recommendations on the need to amend the state plan if there is a need.</p> <p>The Committee meets quarterly and will oversee the development and inclusion of a consumer satisfaction survey and assist with the new plan for updating the ICOIL website then be able to report and make recommendations to the full Council on the information collected.</p>
GOAL #3: Expansion of CILs	
GOAL #4: Strengthen SILC Structure	
GOAL #5: CIL Contracts	
GOAL #6: Collaboration	
GOAL #7: Outreach Activities	
GOAL #1: Advocacy Activities	<p>GOAL #1: Advocacy activities will be conducted</p> <p>Evaluation Criteria: Advocacy activities occurred per each of the objectives.</p>
GOAL #2: Consumer Leadership Skills	<p>GOAL #2: The SILC and CILS/SILS will provide opportunities to people with disabilities to enhance their leadership skills.</p> <p>Evaluation Criteria: The number of people with disabilities accessing these opportunities will increase each of the years of this state plan.</p>
GOAL #3: Expansion of CILs	<p>GOAL #3: Indiana will continue to support, and plan for the expansion of, the Network of Centers, dependent upon resources.</p> <p>Evaluation Criteria: One new IL service provider will open and operate as resources are available and two other of the designated areas will be developing centers.</p>
GOAL #4: Strengthen SILC Structure	<p>GOAL #4: The SILC will build upon the recommendations of the consultant hired during the prior state plan to strengthen ICOIL structure</p> <p>Evaluation Criteria: The outcome will be each objective will be met.</p>
GOAL #5: CIL Contracts	<p>GOAL #5: The DSU will contract for the provision of independent living services.</p> <p>Evaluation Criteria: Contracts are developed in compliance with state procurement methods; reports are submitted to the DSU by the contracted entities; monitoring occurs.</p>
GOAL #6: Collaboration	<p>GOAL #6: The DSU will collaborate with the ICOIL and the contracted centers for independent living.</p> <p>Evaluation Criteria: Meetings are held with ICOIL and CILs; Meeting</p>

	objectives are met.
GOAL #7: Outreach Activities	GOAL #7: The DSU will contract for the provision of independent living services authorized under Chapter 2. Evaluation Criteria: The CILS/SILS will report progress toward addressing housing and transportation issues in their communities; The CILS/SILS will reflect an increase in the number of services provide to Hispanic/Latino and African American populations.

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### Section 8: State-Imposed Requirements

#### 8 State-Imposed Requirements

Identify any State-imposed requirements contained in the provisions of this SPIL.

Per input from RSA on the draft SPIL, Indiana does not have any state laws, regulations and policies that would qualify as state-imposed requirements for the purpose of the SPIL and this section has subsequently been left blank.

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number of this information collection is 1820-0527. The time required to complete this information collection is estimated to average 60 hours per response, including the time to review instructions, search existing data sources, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate or suggestions for improving this form, please write to: U.S. Department of Education, Washington, D.C. 20202-4537. If you have any comments or concerns regarding the status of your individual submission of this form, write directly to: Ms. Sue Rankin-White, U.S. Department of Education, Rehabilitation Services Administration, PCP-5013, 400 Maryland Ave, SW, Washington, DC 20202-2800.

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